

Chief, Personnel Branch

Chief, Budget and Finance Branch

Temporary appointments and related problems

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In view of recent difficulties which have arisen in connection with transportation and leave problems applicable to civilian employees who have been given Temporary (Limited) appointments, it appears desirable to review the possibilities of making types of appointments which will eliminate such difficulties in the future. In those instances where permanent employees from another Government agency are transferred to this Agency under appointments limited to one (1) year or less, it is necessary for the releasing agency to make lump sum payments for all approved annual leave, and it is also necessary for the Central Intelligence Agency to make a further lump sum payment for leave accrued in this Agency at such time as the individual's appointment is converted to a permanent category. The decisions of the Comptroller General in interpreting existing laws and regulations definitely require the making of lump sum payments for accrued annual leave whenever a transfer is made from a permanent to a temporary position, or vice versa. In many cases, this results in penalizing an employee and possibly could be avoided by issuing appointments in certain forms without jeopardizing the security or operations of the CIA.

It is suggested that particularly in those cases where a question of security is involved and the individual being transferred from another Government agency is a permanent employee, an "excepted appointment" be issued with the following notation in the Remarks space, "Subject to security clearance in accordance with Central Intelligence Agency standards". In view of the authority which the Director of this Agency now possesses, it would appear that such an appointment would permit him to authorize separation in the event a negative report from the security standpoint is received, and would permit the maintenance of the individual's leave on a permanent basis since the appointment is not limited to one year or less.

Your consideration of the problems involved and the suggestions set forth above will be appreciated.

E. R. Saunders  
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